

JOB OPPORTUNITY

AMERICAN EMBASSY KINSHASA
Human Resources Office, 498 Ave Lukusa, Kinshasa
Phone 097-261-6179; e-mail: HRKinshasa@state.gov
ANNOUNCEMENT NUMBER: 15-37

OPEN TO: All interested candidates
POSITION: Regional Security Technician, FSN-701-8; FP-6
OPENING DATE: July 2, 2015
CLOSING DATE: July 17, 2015
WORK HOURS: Full-time; 40 hours/week
SALARY: Information on salary may be obtained from the Human Resources Office.
(Position Grade: FP-6 to be confirmed by Washington)

ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Kinshasa is seeking an individual for the position of Regional Security Technician in the Regional Security Office (RSO)

BASIC FUNCTION OF POSITION

The incumbent will inspect, troubleshoot, repair, and install unclassified technical security systems at US Department of State facilities throughout, but not limited to, the Democratic Republic of Congo (DRC) and the Republic of Congo (ROC). This position requires extensive travel which could reach up to 25% of available work days and may occasionally require traveling on weekends. Most travel results in staying at least one night but commonly four nights or more at the destination.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

Education: Successful completion of high school and minimum two years of post-secondary electronics/electrical/mechanical technical Education.

Experience: In addition to two years of post-secondary trade or technical education, we require a minimum of three years of hands-on technical work experience with favorable evaluations. In the absence of post-secondary trade or technical education, we require five years of hands-on technical work experience with favorable evaluations.

Language Proficiency: Level III English and level IV French is required.

Knowledge: knowledge of and aptitude for the successful service and installation of technical security systems to include low voltage and mains power infrastructure, and related electrical, electronic, and mechanical systems. We also emphasize an ability to draft effective technical services reports.

Skills and Abilities: The incumbent must have strong customer service focus and the initiative to complete assigned work successfully without supervision. The incumbent must complete administrative tasks such as work orders, travel vouchers, and business correspondence on time and accurately. The incumbent will safely and effectively operate electronic test equipment, hand and power tools to complete repair and service procedures.

SELECTION CRITERIA

When equally qualified, US Citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy. Currently employed US Citizen EFM's who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their employment. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY

Interested applicants for this position must submit the following or the application will not be considered:

Application for U.S. Federal Employment, [DS-174 - Job Application Form](#) or

1. A current resume or curriculum vitae that provides the same information as a DS-174;
2. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.
4. Please submit the complete application package to Human Resources Office, 498 Ave. Lukusa, Kinshasa or via email to HRKinshasa@state.gov

DEFINITIONS

1. AEFM: A U.S. citizen, at least 18 years of age, who is eligible for employment on a Family Member Appointment (FMA) provided s/he:
 - Is listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority.
 - Is resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safe haven abroad, or alternate safe haven abroad; and
 - Does not receive a USG annuity or pension based on a career in the US Civil, Foreign, or uniform services.
2. EFM: Family members at least age 18 listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed to a US Foreign Service post or establishment abroad with a USG agency that is under COM authority who do not meet the definition of AEFM above.
3. Not-Ordinarily Resident (NOR): Typically NORs are US Citizen EFM's and EFM's of FS, GS, and uniformed service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.
4. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.

The US Mission is an equal opportunity employer.

CLOSING DATE: July 17, 2015

Drafted: HR: WBULU

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